

Kobe Institute of Computing (KIC)

# Guidelines for Fully Online Course Program

Graduate School of Information Technology  
Department of Information Systems

For ICT innovator Course

2023 ver3.0



## Fully Online Course Program

*KIC offers the Fully Online Course Program for students. With the Program, students can take online, all the subjects required for completion of KIC Regular Course Program, in order to obtain a master's degree (Master of Information Systems (Professional)). No need to commute to school.*

※"Online" refers to the situation in which a terminal, such as a personal computer, is connected to the Internet.

**KIC's online classes are interactive remote classes. Lectures and seminars are conducted by using a web conferencing application, Zoom Cloud Meetings, as standard.**

- Normally, the term of the Regular course program is two years, but it can be completed in three or four years in combination with the Long-Term Course Program.
- Students who live within commuting distance can also take the Full Online Course Program.
- Students can enroll in the Program while working.
- Interactive lectures and research guides are provided online, unlike the conventional non-interactive "correspondence course program".

### Type of Course Program

Type	Descriptions
Regular Course Program	A HyFlex (Hybrid-Flexible) learning system that allows students to take courses both in person and online (simultaneous broadcasting system). In some cases, video learning may be added to the Program. The standard completion term is two years.
<b>Full Online Course Program</b>	<b>The courses are delivered online. Students aim to complete the program in the standard completion term of two years. No need to commute to KIC.</b>
Long-term Course Program	Students who have difficulty completing the program within the standard two-year study period, such as <ul style="list-style-type: none"> <li>- Those who have a full-time job</li> <li>- Those who are engaged in childcare, nursing care, etc.</li> <li>- Those who are engaged in overseas work or activities, such as stationing abroad or serving in the Japan Overseas Cooperation Volunteers (JOCV).</li> </ul> For these students, the program aims to be completed in a planned manner over a period of 3 or 4 years, which exceeds the standard period of study. The total amount of tuition fee will be reduced. The tuition fee is calculated by dividing the total amount of reduction by the length of the long-term study period.

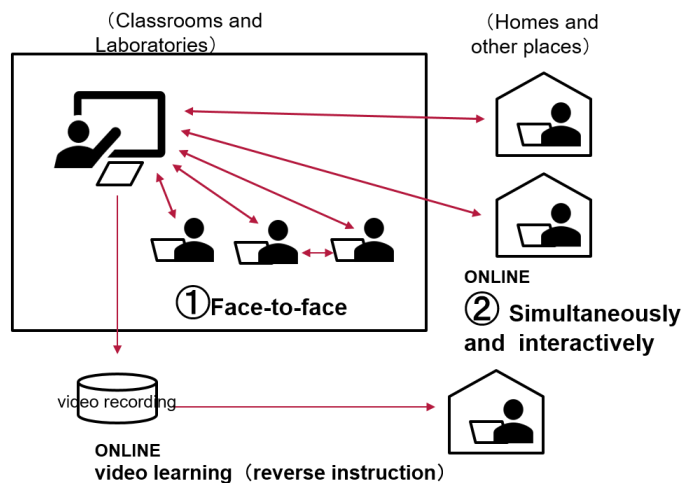
# Regular Course Program (A HyFlex learning system\*) and Fully Online Course Program

Please see below for how the Regular Course Program (A HyFlex learning system) differs from the Fully Online Course Program.

\* Hyflex" stands for "Hybrid and Flexible. Under the Regular Course Program, students can take a combination of three-mode learning: face-to-face (interactive), online (interactive), and video (reverse instruction).

## Regular Course Program (A HyFlex learning system)

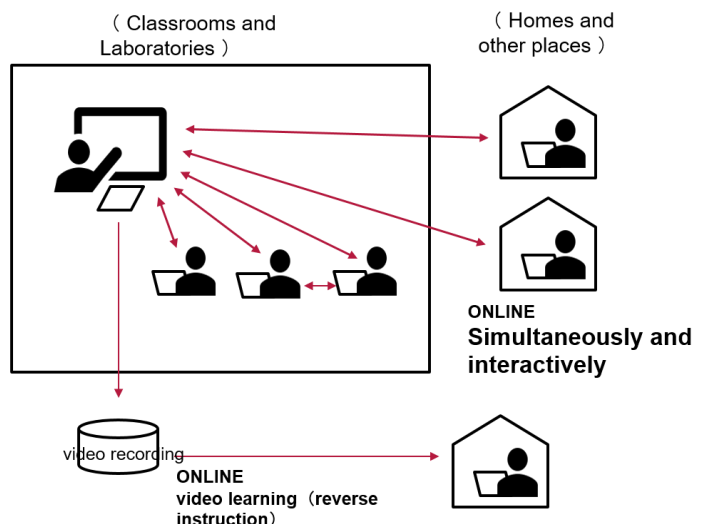
- Lectures and seminars (research guidance) are given in classrooms, laboratories, or homes, and are delivered online.
- Students can take classes in either of the following ways:
  - (1) Face-to-face (individually or in a group) in a classroom or other places
  - (2) Online at home or other places, simultaneously and interactively



\*In addition to the above, video learning (reverse instruction) may be provided.

## Fully Online Course Program

- Lectures and seminars (research guidance) are given in classrooms, laboratories, or at homes, and are delivered online.
- Students who have taken the Full Online Course Program can take online classes (simultaneously and interactively) at home or other places



\*In addition to the above, video learning (reverse instruction) may be provided.

# Program Schedule

◇ The schedule of the two years master's program comprises the following important events other than lectures and seminars.

The 1 <sup>st</sup> Year (M1)				The Second Year (M2)			
Entrance Ceremony	Orientation Curriculum/ Administration	Lab Assignment	Research Outcome Presentation	Research Plan Presentation	Midterm Presentation	Master's Thesis Defense	Graduation/ Degree Conferment

◇ One academic year is divided into six terms. Each course, with some exceptions, is completed in one term.

ICT Innovator Course / Academic year starts in October Language : English

Autumn 1 <sup>st</sup> term	Autumn 2 <sup>nd</sup> term	Autumn 3 <sup>rd</sup> term	Spring 1 <sup>st</sup> term	Spring 2 <sup>nd</sup> term	Spring 3 <sup>rd</sup> term
Oct, Nov	Dec, Jan	Feb, Mar	Apr, May	Jun, Jul	Aug, Sep

◇ Weekly Schedule

- Classes are offered Monday through Saturday (excluding national holidays).
- In the ICT Innovator Course (Fall enrollment), all classes are offered from 1st to 5th period.
- In the ICT Professional Course (Spring enrollment), classes after 6th period are offered online only.
- A Specific Theme Study will be determined by consultation with each student based on his or her availability.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 <sup>st</sup> Class 09:20 to 10:50	HyFlex	HyFlex	HyFlex	HyFlex	HyFlex	HyFlex
2 <sup>nd</sup> Class 11:00 to 12:30	HyFlex	HyFlex	HyFlex	HyFlex	HyFlex	HyFlex
3 <sup>rd</sup> Class 13:30 to 15:00	HyFlex	HyFlex	HyFlex	HyFlex	HyFlex	HyFlex
4 <sup>th</sup> Class 15:10 to 16:40	HyFlex	HyFlex	HyFlex	HyFlex	HyFlex	HyFlex
5 <sup>th</sup> Class 16:50 to 18:20	HyFlex	HyFlex	HyFlex	HyFlex	HyFlex	No Class
6 <sup>th</sup> Class 18:50 to 20:20	<b>Offered Online Japanese classes Only</b>	<b>Offered Online Japanese classes Only</b>	<b>Offered Online Japanese classes Only</b>	<b>Offered Online Japanese classes Only</b>	<b>Offered Online Japanese classes Only</b>	
7 <sup>th</sup> Class 20:30 to 22:00	<b>Offered Online Japanese classes Only</b>	<b>Offered Online Japanese classes Only</b>	<b>Offered Online Japanese classes Only</b>	<b>Offered Online Japanese classes Only</b>	<b>Offered Online Japanese classes Only</b>	

## Notes on Full Online Course Program

Students who are going to apply for the Full Online Course Program should note the following information for registering lectures, seminars and so on.

○Applicable   △Negotiable   × Not applicable

Classes

Class	Interactive Online Learning (Live)	In-person Learning (Real)
< Compulsory > Tankyu Practice	○	×
< Compulsory > Engineering Ethics	○	×
< Compulsory > Specific Theme Study A (seminar)	○	×
< Compulsory > Specific Theme Study B (seminar)	○	×
Elective Subjects	○	×
Examination of Subject	○	×
Observation-cum-study	△	△

○Applicable   △Negotiable   × Not applicable

Events

Events	Interactive Online Learning (Live)	In-person Learning (Real)
Entrance Ceremony (ICT Innovator Course)	○	○
Curriculum Orientation	○	○
Administration Orientation	○	△
Presentation of Research Outcome	○	○
Presentation of Research Plan	○	○
Midterm Presentation	○	○
Master's Thesis Defense	○	○
Graduation Ceremony/ Degree Conferment	○	○

**- Lectures are held according to the teaching schedule based on Japan Standard Time(From 9:30 to 22:00). The same applies to research guidance such as Specific Thema Study (seminars). Please be careful if you are going to take classes from overseas where there is a time difference from Japan.**

- In some cases, research guidance may be held other than the specified class periods of KIC. Please consult your research supervisor about that.

- Please be reminded that students enrolled in the Fully Online Course Program are not allowed to use KIC school facilities regularly, except for KIC library. If students wish to attend classes in KIC facilities or use

KIC laboratories, they will be considered Regular Course Program students, and therefore be required to return the tuition fee that they were exempted from paying as a Fully Online Course student.

- In principle, students enrolled in Regular Course Program are not allowed to switch to Fully Online Course Program after filing.

- Students may borrow books from the KIC library. But, KIC does not accept postal borrowing/returning.

## How to Enroll in Fully Online Course Program

Please fill out the "Application Form for Fully Online Course Program" attached to the Application Guidelines and submit the Form along with your other application documents.

\*Please be reminded that KIC does **NOT** accept

- applying for the Full Online Course Program after filing the Entrance Application Form, and
- changing to the Full Online Course Program after enrollment.

## School Expenses

For those students who have taken the Fully Online Course Program, in total for two years, 400,000 JPY will be reduced from the tuition fee.

School Expenses for Full Online Course Program

Fully Online Course Program	First Year	1,600,000 JPY	Entrance Fee (200,000 JPY) + Tuition Fee(1,400,000 JPY)
	Second Year	1,400,000 JPY	Tuition Fee (1,400,000 JPY)
Fully Online Course Program in conjunction with the Tuition Exemption	First Year	1,400,000 JPY	Entrance Fee (200,000 JPY) + Tuition Fee(1,200,000 JPY)
	Second Year	1,200,000 JPY	Tuition Fee (1,200,000 JPY)

Comparison of Total School Expenses

Program		Year	School Expenses	Descriptions
1	Regular Course Program	First	1,800,000 JPY	Entrance Fee + Tuition Fee + Facility expenses
		Second	1,600,000 JPY	Tuition Fee + Facility Expenses
		Total sum of two years	3,400,000 JPY	
2	Regular Course Program in conjunction with the Tuition Exemption※1	First	1,600,000 JPY	Entrance Fee + Tuition Fee + Facility expenses
		Second	1,400,000 JPY	Tuition Fee + Facility Expenses

		Total of two years	3,000,000 JPY	
3	Fully Online Course Program	First	1,600,000 JPY	Entrance Fee + Tuition Fee
		Second	1,400,000 JPY	Tuition Fee
		Total of two years	3,000,000 JPY	
4	Fully Online Course Program, if the Tuition Exemption is granted	First	1,400,000 JPY	Entrance Fee + Tuition Fee
		Second	1,200,000 JPY	Tuition Fee
		Total of two years	2,600,000 JPY	
5	Fully Online Course Program, if the Tuition Exemption and the Benefit (専門実践教育訓練給付金)※2 are granted	Eligible students (International students are <b>NOT</b> permitted) may apply for benefits up to 1,120,000 JPY for two-year period. That means the total school expenses could cost 1,480,000 JPY for two years.		

※1 Tuition Exemption is a scholarship of 200,000 yen per year granted to privately-funded applicants of Japanese nationality who have completed the prescribed procedures. For foreign students, other 留学生支援奨学金 may be available.

※2 Students who wish to apply for the Benefit(専門実践教育訓練給付金) must satisfy the required conditions. For details, please ask the nearest "Hello Work" (Public employment security office).

## FAQ

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Q. Can I complete all of the courses only online?

A. Yes, you can. Some elective courses require face-to-face attendance, but it is possible to fulfill the requirements for graduation without selecting or registering for these courses.

Q. Is there any difference between a degree earned through the Fully Online Course Program and a degree earned through the Regular Course Program?

A. No difference. In both Programs, the same Master of Science in Information Systems will be earned.

Q. Is this a "Correspondence Course Program"?

A. No, it isn't. KIC's Fully Online Course Program allows students to take online, lectures and seminars (research guidance) of the Regular Course Program. It is not a "Correspondence Course Program," but a program referred to in the Standards for the Establishment of

Universities, Standards for the Establishment of Graduate Schools, and Standards for the Establishment of Professional Graduate Schools as consisting of "classes to be conducted in places other than classrooms/laboratories, using a variety of media at a high level which is. Instead of one-way education, lectures, and research guidance are provided in an interactive manner.

Q. Can I take lectures whenever I want?

A. Classes are conducted in accordance with the Japan-time schedule (From 9:30 to 22:00). For details, please refer to Page 3 of the Guidelines. If you are taking an interactive online class, you must attend the class at a designated time.

Q. What are the requirements to complete the program (for the purpose of obtaining a degree)?

A. Completion requirements are the same as for the Regular Course Program.

Q. Can I enroll from abroad?

A. You can enroll from abroad. All entrance exams are also conducted online. Courses and seminars (Specific Theme Study) are held according to the Japan-time schedule. If you are planning to enroll from a country with a time difference, please confirm in advance (before enrolling) whether you can take classes at a designated Japan time.

Q. Can I switch from the Regular Course Program to the Fully Online Course Program and vice versa?

A. Application for the Fully Online Course Program must be made at the time of filing the entrance application. In principle, students are not allowed to change from the Regular Course Program to the Fully Online Course Program after enrollment.

In some cases, a student may be permitted to change the Program with the approval of the President of KIC. However, the student will be required to return the tuition fee exempted from paying for the Fully Online Course Program.